

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
JUNE 23, 2015 – REGULAR SESSION**

The Board of Island County Commissioners (including Diking Improvement District #4) met in Regular Session on June 23, 2015 beginning at 10:01 a.m. in the Board of County Commissioners Hearing Room (Room # 102B), Annex Building, 1 N.E. 6<sup>th</sup> Street, Coupeville, Washington. Helen Price Johnson, Chair, Richard Hannold, Member, and Jill Johnson, Member were present. The meeting began with the Pledge of Allegiance.

*Note: To view the video recording of this meeting, go to the County's [website](#) or directly to [the video](#). If you are interested only in a specific topic, click on the timestamp located on [the agenda](#) for that particular issue to hear the discussion.*

**PUBLIC INPUT OR COMMENTS**

*[Documents on file with the Clerk of the Board]*

No Public Comment

**ADDED TO THE REGULAR AGENDA:**

- *Item 18:* Personnel Action Authorizations for Acting Lieutenants (2 positions)
- *Item 19:* Job Requisitions for Provisional Corrections Deputies (6 positions)
- *Item 20:* Suspension of State Agreements and Contracts Due to Lack of State Budget
- *Item 21:* Draft Resolution Limiting Discharge of Personal Fireworks

**ACTION TAKEN:**

**Motion by Commissioner Hannold to approve the Agenda as amended with Items 18, 19, 20, and 21 added to the Regular Agenda, second by Commissioner Price Johnson. Motion carried 2-1 (Commissioner Johnson opposed)**

**CONSENT AGENDA**

*[Documents on file with the Clerk of the Board]*

Pre-audited bills:	\$415,867.49
Vouchers:	\$376,333.29
Electronic funds transfers:	\$264,805.92
Payroll:	\$639,088.52
Minutes:	Regular Session- June 9, 2015 Work Session- June 2 & 9, 2015

**Commissioners**

Award of Rural County Economic Development Sales Tax Funds for 2015 to the Port of Coupeville - \$50,000

**Human Services**

Amendment No. 1 with Toddler Learning Center to add funds for birth to three services for children with developmental disabilities in Island County. Contract No. HS-43-14(1); Amount: \$11,161 (RM-HS-2015-194)

**Natural Resources**

Contract Amendment 1 with WA State Recreation and Conservation Office (RCO) – Ala Spit Restoration Phase 4 adds funding and changes the project sponsor to Island County Public Works. Contract No. 14-1108R; Amount: \$245,059 (RM-DNR-2015-193)

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JUNE 23, 2015 – REGULAR SESSION**

Public Works- Drainage

Resolution C-70-15 (R-27-15) Amending CDP 14-03/JL 01009-0001; West Camano at Chapman Overflow

Public Works- Parks

Resolution C-71-15 (R-28-15) Authorizing the Public Works Director to Submit Formal Applications to the WA State Recreation and Conservation Office for Grant Funding Assistance

Sheriff

Agreements to provide pass-through funds from the U.S. Department of Homeland Security, Operation Stonegarden Grant E-15-194, for equipment and/or salaries:

- Interlocal Agreement with Oak Harbor Police Department - Amount: \$37,720.16 (RM-SHER-2015-51)
- Interlocal Agreement with Department of Emergency Management - Amount: \$5,450 (RM-SHER-2015-53)
- Interlocal Agreement with Coupeville Marshall's Office - Amount: \$12,120.08 (RM-SHER-2015-52)
- Interlocal Agreement with WA State Parks (Marine Safety) - Amount: \$5,917.16 (RM-SHER-2015-54)
- Interlocal Agreement with Langley Police Department - Amount: 11,940.88 (RM-SHER-2015-55)

WSU Extension

- Amendment No. 1 to contract between WA State Department of Agriculture and Island County Noxious Weed Control Board for the control of Spartina. This amendment provides additional funding for the ongoing project to survey and control Spartina in Island County until June 30, 2015. Contract No. K1143; Amount: \$5,000.00 (RM-WSU-2015-170)
- Amendment No. 1 to the Services Agreement with Patrick Cole, DBA Wildlands Management. This amendment provides additional funding for the project to survey and control Spartina in Island County through June 30, 2015. Amount: \$4,300 (RM-WSU-2015-171)

**ACTION TAKEN:**

**Motion by Commissioner Johnson to approve the Consent Agenda as presented, second by Commissioner Hannold. Motion carried 3-0**

REGULAR AGENDA

*[Documents on file with the Clerk of the Board]*

Commissioners

- Resolution C-72-15 Supporting the "Stepping Up Initiative" to Reduce the Number of People with Mental Illnesses in Jails

**ACTION TAKEN:**

**Motion by Commissioner Hannold to adopt Resolution C-72-15 Supporting the "Stepping Up Initiative" to Reduce the Number of People with Mental Illnesses in Jails, second by Commissioner Johnson. Motion carried 3-0**

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
JUNE 23, 2015 – REGULAR SESSION**

- Recommendation of Appointment to the Civil Service Commission, Position No. 3

**ACTION TAKEN:**

**Motion by Commissioner Hannold to appoint Ed Johnson to Position No. 3 on the Civil Service Commission, second by Commissioner Johnson. Motion carried 3-0**

*ADDED TO THE REGULAR AGENDA*

- Personnel Action Authorizations for Acting Lieutenants (2 positions)

Melanie Bacon, Human Resources Director, provided the staff report. The positions would fill vacancies created either through resignations or administrative leave.

**ACTION TAKEN:**

**Motion by Commissioner Johnson to approve Personnel Action Authorization Nos. 11735 and 11938 to expire no later than December 31, 2015, second by Commissioner Hannold. Motion carried 3-0**

*ADDED TO THE REGULAR AGENDA*

- Job Requisitions for Provisional Corrections Deputies (6 positions)

Undersheriff Kelly Mauck explained that the temporary provisional job requisitions are for employees who would fill gaps and provide coverage on a part-time basis in positions created by vacancies. No employee will work more than 20 hours per week and would continue to be employed until the Civil Service Commission provides a certified eligible register from which to choose full-time employees.

**ACTION TAKEN:**

**Motion by Commissioner Johnson to approve Job Requisitions for Provisional Corrections Deputies Nos. 061/15, 062/15, 063/15, 064/15, 065/15, and 066/15; not to exceed \$10,000 budget adjustment per position and to expire no later than December 31, 2015, second by Commissioner Hannold. Motion carried 3-0**

*ADDED TO THE REGULAR AGENDA*

- Suspension of State Agreements and Contracts Due to Lack of State Budget

**ACTION TAKEN:**

**Commissioner Hannold moved that the Board authorize Elected Officials and Appointed Department Heads to take action necessary to suspend a contract or grant agreement involving state funds prior to June 30, 2015, to last until the state lawmakers adopt a budget that will fund such suspended contracts and authorize such Elected Officials and Appointed Department Heads to notify any subcontractor in writing that is receiving goods or performing services under the contract to notify them that any goods or services to be provided under the agreement are to be suspended until further notice, second by Commissioner Johnson for purposes of discussion.**

Commissioner Johnson suggested that the Board receive clarification before moving forward with the action. She wanted to be sure with the motion that contractors would be placed on notice of a possible suspension, not that the Board would suspend contracts prior to June 30 if not funded.

The motion and second were withdrawn pending clarification.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
JUNE 23, 2015 – REGULAR SESSION**

**ACTION TAKEN:**

**Motion by Commissioner Hannold to move Item 20, Suspension of State Agreements and Contracts Due to Lack of State Budget, to 6:00 p.m. following clarification, second by Commissioner Johnson. Motion carried 3-0**

**ADDED TO THE REGULAR AGENDA**

- Draft Resolution Limiting Discharge of Personal Fireworks

Commissioner Price Johnson brought forward for Board consideration a proposed resolution to limit discharge of personal fireworks. Due to the unusually dry weather conditions locally, she asked for support to proclaim emergency dry weather conditions that would raise concern for fire danger and also urge citizens to voluntarily restrict their discharge of firearms to the 4<sup>th</sup> of July only.

No action taken at this time due to a lack of support from fellow Board members.

**COMMISSIONERS COMMENTS AND ANNOUNCEMENTS**

Board members provided their respective comments and announcements.

**Executive Session Announced**

Commissioner Price Johnson announced that the Board would briefly recess then meet in Executive Session at 11:15 a.m. as allowed under RCW 42.30.110(1)(i) to discuss with legal counsel litigation or potential litigation. The Executive Session would take place in the Administration Building, Conference Room No. 200, and is expected to last approximately one hour. No announcement in open public session is anticipated.

At 11:15 a.m. the Board reconvened Regular Session and immediately went into Executive Session, concluding at 12:15 p.m. without announcement.

The Board recessed at 12:15 p.m., reconvening at 2:00 p.m. for a Roundtable with Elected Officials and Appointed Department Heads.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
JUNE 23, 2015 – REGULAR SESSION**

ROUNDTABLE WITH ISLAND COUNTY  
ELECTED OFFICIALS AND APPOINTED DEPARTMENT HEADS

[Audio Recording](#)

Elected Officials and Appointed Department Heads Attending:

Melanie Bacon	X	Jill Johnson	X
Greg Banks	<i>Excused</i>	John Kent	X
Robert Bishop	<i>Excused</i>	Tim Lawrence	X
Mark Brown	<i>Excused</i>	Elaine Marlow	X
Sheilah Crider	X	Bill Oakes	X
Mary Engle	X	Andrew Somers	X
Wanda Grone (Tony Lam in attendance)	Excused X	Helen Price Johnson	X
Richard Hannold	X	Larry Van Horn	X
Jackie Henderson	X	Debra Van Pelt	X
Keith Higman	X	David Wechner	X
Donna Rollag	X		

Together with the monthly departmental roundtable reports by Elected Officials and Appointed department Heads, agenda items included:

Budget Assumptions for 2016

*Power Point Presentation by Elaine Marlow, Budget Director*

Budget Prep

*Presentation by Elaine Marlow, Budget Director*

Ms. Marlow talked about the importance of using the same budget formats throughout Departments.

Lean Government Update

*Presentation by Commissioner Price Johnson*

- Lean Overview - Training participants will have an increased awareness of Lean and some basic knowledge about: Lean principles (value/non value add; waste; PDCA), building a value stream map, creating standard work, root cause analysis tool – 5 Why's and Session post work will include activities in identifying waste.
- Date Lean Leadership- Training participants will have an increased awareness of Lean and some basic knowledge about: Lean principles (focus on the customer), Lean leadership and coaching, Lean culture attributes, leading your team through change, and Session post work will include activities in coaching through change.

Ways of Honoring Youth

*Presentation by Jackie Henderson, Human Services Director and Keith Higman, Public Health Director*

Keith Higman and Jackie Henderson will work together to brainstorm ideas of how to honor the youth in our community with special recognitions.

*The next Roundtable is scheduled for Tuesday, July 28, 2015 at 2:00 p.m.*

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING  
JUNE 23, 2015 – REGULAR SESSION**

At 3:23 p.m. the Board recessed, reconvening Regular Session at 6:00 p.m. for public hearing and to consider items moved from the morning to evening session.

**PUBLIC HEARINGS**

*[Documents on file with the Clerk of the Board]*

**Planning and Community Development**

6:00 p.m. Public Hearing: Resolution C-67-15 (PLG-003-15) Adopting a Scope of Work for the 2016 Comprehensive Plan Update. This resolution identifies elements of the Comprehensive Plan that must be updated to address new GMA requirements, decisions by the Growth Management Act Hearings Board, changing local conditions, and judicial interpretations. In addition, the Planning Commission's recommendation identifies other issues that should be addressed based on staff experience and public input.

David Wechner, Planning and Community Development Director, provided an overview of the proposed resolution. He added that the Board is not with this resolution making any decisions on what comprehensive plan or code revisions may be appropriate or necessary, but instead is identifying focus areas to assist the Planning Department in developing a departmental work program around the County's priorities.

Commissioner Price Johnson opened the floor to public comment.

Public comments were offered by:

- Susan Bennett

There being no further comment, public testimony was closed.

**ACTION TAKEN:**

**Motion by Commissioner Johnson to adopt Resolution C-67-15 (PLF-003-15) Adopting a Scope of Work for the 2016 Comprehensive Plan Update, second by Commissioner Hannold. Motion carried 3-0 (GMA No. 11470)**

**Commissioners**

**MOVED FROM MORNING TO EVENING SESSION**

- Suspension of State Agreements and Contracts Due to Lack of State Budget

**ACTION TAKEN:**

**Motion by Commissioner Hannold to authorize Island County Elected Officials and Appointed Department Heads to take the action necessary to suspend a contract or grant agreement involving state funds as of June 30, 2015, and until such time that the state legislators adopt a budget that will fund such suspended contracts, second by Commissioner Johnson. Motion carried 3-0**

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- Draft Resolution Limiting Discharge of Personal Fireworks

Commissioner Price Johnson, with her ongoing concern of record dry conditions in the County, revised and presented a new draft resolution for Board members to consider around the use of fireworks. This abbreviated proposal encourages all within the jurisdiction to limit the discharge of personal fireworks in an effort to reduce fire danger in Island County.

**ACTION TAKEN:**

**Motion by Commissioner Johnson to approve Resolution C-73-15 Limiting the Discharge of Personal Fireworks, second by Commissioner Hannold. Motion carried 3-0**

**ACTION TAKEN:**

**Motion by Commissioner Hannold to adjourn Regular Session, second by Commissioner Johnson. Motion carried 3-0**

There being no further business to come before the Board the meeting adjourned at 6:32 p.m. The Board will meet next in Regular Session on July 7, 2015 beginning at 10:00 a.m.

**BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON**

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Helen Price Johnson, Chair

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Richard M. Hannold, Member

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Jill Johnson, Member

ATTEST:

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Debbie Thompson  
Clerk of the Board